

PRE-APPLICATION PART 2 INSTRUCTIONS

CHAPTER 4a.4: Drinking Water Source Protection

These funds may be used by public water systems for source water protection (SWP) projects to prevent contamination of the water supply. Eligible projects are those intended to prevent a Possible Contaminating Activity (PCA) from releasing contaminants, or to prevent contaminants that have been released from reaching the water supply.

Source Water Protection (SWP) grant funds may be used for planning, preliminary engineering, detailed design, construction, education, land acquisition, conservation easements, equipment purchase, and implementing the elements of a Source Water Protection program.

Projects that may be eligible for funding include only those that are directly associated with source water protection measures such as: destruction of abandoned wells within protection zones; fencing out cattle and other animals from intakes, tributaries or reservoir boundaries; restricting public access to critical portions of protection areas; evaluations of agricultural practices and education on best management practices; installation of signs at boundaries of zones or protection areas; public education; land acquisition; conservation easements; and structures to divert contaminated runoff from the source.

Funds may not be used to clean up contamination, construct new sources, install treatment on existing sources, or to reconstruct or modify existing sources.

Note: Obtain a copy of the source water assessment(s) for the source(s) to be addressed by this project before completing this pre-application. You will need the assessment to complete the forms. If you don't have a copy of the assessment, contact your DHS or county regulator for assistance.

Maximum Grant: \$2 million

Minimum Grant: \$50,000

The pre-application package for this grant program must not exceed 10 pages total, including Part 1, Part 2, and attachments (described below).

- **You do not need to use all 10 pages.**
- **Any pages beyond the limit will not be reviewed.**
- **Do not attach a cover sheet or cover letter.**
- **Do not attach maps or drawings unless they are included in the page limit.**
- **All forms are to be completed in at least a 10-point font, on 8 ½ x 11 paper, with ½ inch margins all around.**
- **Electronic submittals are preferred (refer to submittal requirements).**

A. Project Title

Repeat the project title from Part 1 of the pre-application.

B. Applicant Water System

Repeat the DHS public water system identification number, the DHS public water system name, and the legal name of applicant from the Part 1 of the pre-application.

C. Funding

1. Prop 50 Grant Funds Requested

Enter the amount of Prop 50 grant funds requested for this project. Note the maximum and minimum grant amounts for each grant program.

2. Amount of Matching Funds to be Provided

Enter the amount of matching funds to be provided by the applicant or others for this project. A 1:1 match of non-state funds is required for all grant awards, with the following exceptions: no match is required for grants to disadvantaged communities; no match is required for small water systems; matching funds for public water systems owned by state agencies may include state funds and services. Matching funds may include local sources (user fees, local taxes), federal sources (loan, grants), in-kind services, etc.

3. Anticipated Source of Matching Funds

On the Proposed Project Budget form (Attachment E) identify the anticipated sources and amount of matching funds. Refer to the Attachments section for more information.

D. Source Water Assessment

The following questions refer to drinking water source assessment conducted as part of the California Drinking Water Source Assessment and Protection (DWSAP) program. Assessments for most sources have been completed. For information on this program contact your DHS or county regulator, or go to: <http://www.dhs.ca.gov/ps/ddwem/dwsap/DWSAPindex.htm>

1. DHS Identification Number

Enter the DHS identification number for each source to be addressed in the project. The number consists of the 7-digit water system number followed by a hyphen then a 3-digit number assigned by DHS (example: 0000000-001). This number is also known as the PS-Code. Contact your DHS or county regulator if you do not know your source identification number.

2. Source Water Assessment Completed?

Indicate if the source water assessment(s) has been completed for the source(s) identified in this project. If the assessment has been completed, enter the entity that conducted the assessment. This may be the DHS field office, the county, the water system, or another entity. Also enter the date (month/year) that the assessment was completed. If you don't know if your assessment has been completed, or if you don't have a copy, contact your DHS or county regulator for assistance.

3. Zone(s) in which Project is Located

Using the source water assessment, indicate the source water assessment zone in which the project will be located. If the project will be located in more than one zone, check all that apply.

If this is a groundwater source, groundwater zones are identified in the source water assessment. If an assessment has not been completed for a groundwater source, you may use default distances for the size of zones (Zone A = 600' radius, Zone B5 = 1,000' radius, Zone B10 = 1,500' radius).

If this is a surface water source, the source water assessment will indicate if zones were established. If no surface water zones were established, or if the assessment has not been completed, check the "Watershed" box.

Describe the source water assessment zones in the project description.

E. Problem Description

Briefly describe the type of contaminant(s) to be addressed by this project, identify the Possible Contaminating Activities (PCAs) the contaminant(s) are associated with, and specify the drinking water source(s) that would be addressed by this source water protection project, based on the results of the source water assessment. Describe how this problem is documented by the source water assessment, or if it isn't documented explain why. Describe the problem in sufficient detail to allow reviewers to

understand and evaluate the nature of the problem. Describe the shape, size, and location of the source water assessment zones and the approximate location in the zones of the PCAs to be addressed by the project.

Begin the description in the space available on the form. Continue the description as necessary in an attachment (see attachment requirements below). Do not exceed the page limit.

F. Project Description

Provide a description of the project and how it addresses the problem described in Question E. Describe the types of facilities to be included in the project and the approximate number, size, or capacity of proposed facilities, if known. Describe the current status of the project.

Begin the description in the space available on the form, and continue the description as necessary in an attachment (see attachment requirements below). Do not exceed the page limit.

G. Additional Information (bonus points will be awarded based on responses to the following questions.)

1. Local Source Water Protection Task Force

Indicate if a local task force, committee, or other group already exists that can (or has) develop and implement a source water protection program. The group should include a variety of stakeholders. If a local group exists, describe in an attachment the members and activities of the group (see attachment requirements below).

2. Source Water Protection Plan

Indicate if a written plan has already been prepared that identifies source water protection measures for the source(s) addressed by this project. Equivalent documents might include a groundwater management plan or a wellhead protection plan. If a written plan exists, describe the plan in an attachment (see attachment requirements below).

3. Contaminant Released

Has the contaminant(s) to be addressed by this project been released? Is the direction of movement of the contaminant towards the source(s)? If the answer to both of these questions is yes, select “Yes” for this question. Describe the release and movement of the contaminant in the problem description (Question E) or in an attachment (see attachment requirements below).

4. Multiple Water System Participants

Indicate if this project addresses a water supply that is used by multiple public water systems that are participating in the project. For purposes of this question, “water supply” may be a reservoir, aquifer, river, or stream. If the water supply is used only by the applicant, or if no other water systems are participating in the project, select “No” for this question.

If other water systems are participating in the project, include a list of the other participants in an attachment (see attachment requirements below). Participation may include contributions such as in-kind services, consultation and review, participation in planning meetings, cash contributions, etc.

H. Attachments

You are limited to **5** pages total for attachments for this pre-application, with a maximum of 10 pages as stated for the entire pre-application. Attach the following information as necessary.

Proposed Project Budget (REQUIRED)

Using the format of Attachment E of this pre-application package, prepare a proposed project budget. As part of the budget, show the anticipated source and amount of matching funds for the project, as shown in Attachment E. Use one page or less for the budget and sources of matching funds.

Additional detail for problem description

Continue the problem description as necessary for Question E in an attachment.

Additional detail for project description

Continue the project description as necessary for Question F in an attachment.

Detail for additional information

Attach additional detail as necessary for Question G. This may include:

1. Description of existing source water protection task force
2. Description of existing source water protection plan
3. Description of contaminant released and moving towards source, if not included in problem description (Question E)
4. List of other water systems participating in the project.